

**Executive Host Information 2005**  
**Placement Week November 15-19, 2004**

Office Name: Fish and Wildlife Management Assistance

Position Title: Fishery Biologist

How many total staff are in your immediate office / branch? (Select one option, mark with X)

1-5	
6-10	X
> 10	

Have you previously hosted a Sea Grant fellow (Select one option, mark with X)

Yes	
No	X

Does your office accept non-United States (foreign) citizens? (Select one option, mark with X)

Yes	X
No	

**Organizational Overview**

***Mission Statement:*** (Please limit to 30 words.)

Working with partners to restore and maintain fish and other aquatic resources at self-sustaining levels and support Federal mitigation programs for the benefit of the American public.

***Brief Overview of Your Office's work:*** (Please limit to 150 words.)

FWMA delivers scientific information and on-the-ground projects that support cooperative efforts to conserve America's fisheries and wildlife resources. States, Tribes, Federal agencies, regional fishery commissions, watershed groups, and others depend on FWMA's scientific information and leadership. FWMA assesses populations and aquatic habitats (including fish passage barriers), leads and/or coordinates environmental planning, restores habitats, controls aquatic nuisance species, and manages subsistence fisheries on Federal lands in Alaska. FWMA complements the efforts of others in the fisheries conservation community. Focus areas include interjurisdictional fisheries, Tribal lands, National Wildlife Refuges, and military lands. FWMA also helps recover or prevent the need to list species under the Endangered Species Act. FWMA activities complement other Service programs. The program helps conserve aquatic species and habitats on National Wildlife Refuges, helps the Ecological Services program provide fish passage solutions at hydropower facilities. In many locations, FWMA helps the Service's habitat programs deliver on-the-ground restoration projects.

Do you have partnership projects, multi-agency workgroups, or working relationships with other offices? Please list.

National Fish Habitat Initiative – Partnership with International Association of Fish and Wildlife Agencies (lead partner). We also work with multiple Federal partners (i.e., NOAA, EPA, etc.) and NGOs (i.e., National Fish and Wildlife Foundation, Trout Unlimited, etc.)

As the lead for internal deliberations on the U.S. Commission on Ocean Policy, FWMA has worked with every other line office within FWS. As noted above, we also work with other offices as appropriate on fisheries-related issues.

Fish Passage efforts are coordinated with NOAA

We are developing closer ties with the FWS Division of Conservation Partnerships and other offices within FWS, such as Congressional Affairs and the other Divisions of the Fisheries and Habitat Conservation line office (such as Hatcheries, Coastal Programs, etc.)

### **Assignment Description.**

*It is understood that the fellow's specific responsibilities will be tailored to his / her unique skills and interests. Please articulate probable assignments and duties and the education / professional development that these tasks will bring to the fellow.*

Estimated Fellow Travel, Out-of-Office: (Select one option, mark with X)

0 days / month	
1-3 days / month	X
4-7 days / month	
8-10 days / month	
> 2 weeks / month	

Estimated DC-Area Travel: (Select one option, mark with X)

0 days / month	
1-3 days / month	X
4-7 days / month	
8-10 days / month	
> 2 weeks / month	

Does this position require mandatory skills: (Select one option, mark with X)

Yes	
No	X

Desired Background Skills: Please list. (e.g. strong written / communication skills, knowledge of Microsoft PowerPoint software, etc.).

Strong written/communication skills.

Background in fisheries or habitat issues – freshwater, coastal, and marine environments

Ability to manage multiple projects/tasks under deadline.

Sense of humor is an absolute must!

In 300 words or less, please describe the tasks, duties, or projects the fellow will undertake, the skills a fellow will gain, and the deliverables a fellow can expect to produce from completing these tasks.

FWMA is working on many exciting projects that will give the Fellow the opportunity to develop their scientific, management, and administrative expertise necessary for a successful career in public service or in the private sector. For example, it is likely that the Fellow will make a meaningful contribution to:

- The development of the National Fish Habitat Initiative, a major project targeting aquatic habitat restoration. The NFHI is developing into a significant multi-agency and partner effort. The Fellow will be “on the groundfloor” in developing a major conservation program and make numerous contacts across the environmental community. Skills learned include assessing priorities for restoration and partnership-building.
- Scaling Up. The Fellow will help carry out activities related to a major effort by FWMA to reach out to Congress. An understanding of Capitol Hill, including how to work with Members and Congressional staff, will be obtained.
- Strategic Planning and Evaluation. Strategic Planning is the cornerstone of program management. The Fellow will learn how to tie scientific results and needs to performance measurement and budget. In addition, the Fellow will help with the evaluation of the Fisheries Program to be conducted in 2005. Understanding and participating in these processes will help the Fellow understand the connection of science to administrative policy, which is important for leadership and management development.
- FWMA will lead the development of a Memorandum of Understanding (MOU) with NOAA Fisheries in 2005. The Fellow will have the opportunity to participate in high-level inter-agency discussions of how collaborations and authorities can be best developed for fisheries and habitat management, and learn about interagency processes and negotiating.
- Constituent outreach. The Fellow will participate in events such as National Fishing and Boating Week, and develop skills in discussing conservation issues and developing methods for educating the public.